

Contract Definition For Cost-Reimbursement

A SOW with information similar to the previous approach, but now organized around work elements.

SOW

Milestones provide additional detail and schedule when work will take place.

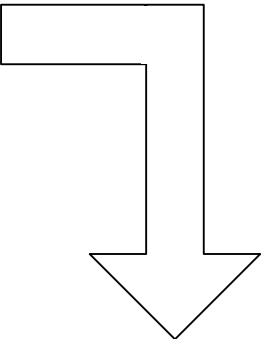
Work Schedule

Used to describe the work, what the project will accomplish, methods, and deliverables.

Work Element	Details and Deliverable Specs
Prepare Implementation Design and Budget	Produce project design that outlines approach to solving xyz.
Project Management	Keep landowner informed throughout the construction effort
Obtain Permits	Get permits from a, b, and c.
Install Diversion Fish Screen	Install rotary screen that handles 65cfs with 30 degree angle to normal flow.

Used to identify when work will take place and be completed. Defines project milestones.

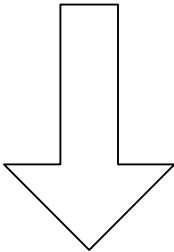
Work Element	Milestone	Start/End	Details
Prepare Implementation Design and Budget	MS: Draft Plans	3/1 - 5/1	Rough drafts that cover each section.
Project Management	MS: Complete	4/1 - 6/1	Two months of landowner meetings.
Obtain Permits	MS: Application Submitted	3/1 - 7/1	Application submitted.
Install Diversion Fish Screen	MS: Screen Built MS: Screen Delivered MS: Screen Installed MS: Flow Restored	5/1 - 7/1 8/1 - 8/1 8/1 - 8/15 9/1 - 9/1	Screen construction complete Screen on-site. Screen installed including... 65cfs of flow restored and monitored.



Spending Plan

Used to describe when funds will be spent.

Contract	Jan	Feb	Mar	Apr	May, etc...
This Contract	\$0	\$0	\$5,000	\$20,000	\$10,000



CR Budget

Used to describe what the project will cost.

<u>Line Item</u>	<u>Rate</u>	<u>Cost</u>
Labor - Project Manager	400hrs @\$25/hr	\$10,000
Labor - Senior Biologist	800hrs @\$25/hr	\$20,000
Labor - Engineer	800hrs @\$25/hr	\$20,000
Labor - Construction	400hrs @\$25/hr	\$10,000
Materials - Screen	Materials	\$5,000
Screen Construction	Subcontract	\$50,000
Travel - Automobile	Rental 20 days @\$45/day	\$900
		<hr/>
Total Cost		\$115,900

<u>Work Element</u>	<u>Cost</u>	
Prepare Implementation Design & Budget	\$10,000	
Project Management	\$5,000	
Obtain Permits	\$1,000	
Install Diversion Fish Screen	\$99,900	
		<hr/>
Total Cost		\$115,900

Status reporting based on milestones.

Status Report

Used to report progress against schedule.

Work Element	Milestone	Due	Status	%Complete	Details
Prepare Implementation Design and Budget	MS: Draft Plans	5/1	Green	80%	Looking promising.
Project Management	MS: Complete	6/1	Green	20%	Ahead of schedule.
Obtain Permits	MS: App Submitted	7/1	Green	50%	
Install Diversion Fish Screen	MS: Screen Built MS: Screen Delivered MS: Screen Installed MS: Flow Restored	7/1 8/1 8/15 9/1	Red Red Yellow Green	10% 0% 0% 0%	Problems with abc... Delivery impacted... Might be able to catch-up by... Plan to shrink testing time.

Same as how F&W contracts used to budget.

New requirement to budget by work element.

- Notes**
- All of the above tools will be stored in Pisces.
 - These are examples only. They represent the main information stored in each document.
 - All examples are fictitious.

Key

Text in grey is inherited from another component, such as the SOW.

Text in white is defined in the component.

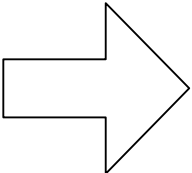


SOW is the same as cost-reimbursement, but pays special attention to deliverables.

SOW

Used to describe the work, what the project will accomplish, methods, and deliverables.

Work Element	Details and Deliverable Specs
Prepare Implementation Design and Budget	Produce project design that outlines approach to solving xyz.
Project Management	Keep landowner informed throughout construction effort.
Obtain Permits	Get permits from a, b, and c.
Install Diversion Fish Screen	Install rotary screen that handles 65cfs with 30 degree angle to normal flow.



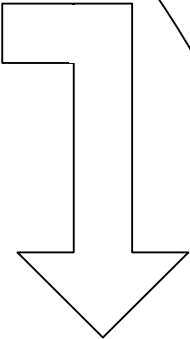
Work Schedule

Used to identify when work will take place and be completed. Defines project milestones.

Work Element	Milestone	Start/End	Cost	Details
Prepare Implementation Design and Budget	MS: Draft Plans	3/1 - 5/1	\$10,000	Rough drafts that cover each section.
Project Management	MS: Complete	4/1 - 6/1	\$5,000	Two months of landowner meetings.
Obtain Permits	MS: Application Submitted	3/1 - 7/1	\$1,000	Application submitted.
Install Diversion Fish Screen	MS: Screen Built	5/1 - 7/1	\$55,000	Screen construction complete
	MS: Screen Delivered	8/1 - 8/1	\$0	Screen on-site.
	MS: Screen Installed	8/1 - 8/15	\$20,000	Screen installed including...
	MS: Flow Restored	9/1 - 9/1	\$24,500	65cfs of flow restored an monitored.

For FP and FA, some milestones will be progress payments.

Greyed out because it is generated automatically based on the FP work schedule.



Spending Plan

Used to describe when funds will be spent.

Contract	Jan	Feb	Mar	Apr	May, etc...
This Contract	\$0	\$0	\$5,000	\$20,000	\$10,000

For FP and FA, the spending plan is automatically calculated from the work schedule.

Status reporting is the same as for cost-reimbursement.

Status Report

Used to report progress against schedule.

Work Element	Milestone	Due	Status	%Complete	Details
Prepare Implementation Design and Budget	MS: Draft Plans	5/1	Green	80%	Looking promising.
Project Management	MS: Complete	6/1	Green	20%	Ahead of schedule.
Obtain Permits	MS: App Submitted	7/1	Green	50%	
Install Diversion Fish Screen	MS: Screen Built	7/1	Red	10%	Problems with abc...
	MS: Screen Delivered	8/1	Red	0%	Delivery impacted...
	MS: Screen Installed	8/15	Yellow	0%	Might be able to catch-up by...
	MS: Flow Restored	9/1	Green	0%	Plan to shrink testing time.

- Notes
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Key

Text in grey is inherited from another component, such as the SOW.

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FP budgeting requires detailed costs by work element, but then uses a simplified invoice.

FP/FA Budget

Used to describe what the project will cost.

Work Element	Line Item	Rate	Cost	Total Cost
Prep Implementation Design and Budget	Labor - Project Manager	200hrs @\$25/hr	\$5,000	
	Labor - Senior Biologist	200hrs @\$25/hr	\$5,000	\$10,000
Project Management	Labor - Project Manager	100hrs @\$25/hr	\$2,500	
	Labor - Senior Biologist	100hrs @\$25/hr	\$2,500	\$5,000
Obtain Permits	Labor - Project Manager	40hrs @\$25/hr	\$1,000	\$1,000
Install Diversion Fish Screen	Labor - Project Manager	60hrs @\$25/hr	\$1,500	
	Labor - Senior Biologist	500hrs @\$25/hr	\$12,500	
	Labor - Engineer	800hrs @\$25/hr	\$20,000	
	Labor - Construction	400hrs @\$25/hr	\$10,000	
	Materials - Screen	Materials	\$5,000	
	Screen Construction	Subcontract	\$50,000	
	Travel - Automobile	20 days @\$45/day	\$900	\$99,900
Total Cost				\$115,900